

## **Historic, Archive Document**

Do not assume content reflects current scientific knowledge, policies, or practices.



9854E

fp 2

# Schedule of Classes

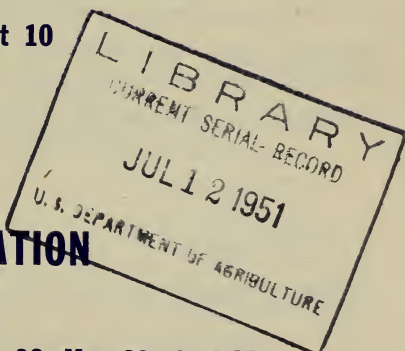
## Summer Session 1951

U.S. Department of Agriculture  
Graduate School



Undergraduate and  
graduate studies

June 4-August 10



### REGISTRATION

#### Time

May 28-May 29, 9-6:30

May 31-June 1, 9-6:30

June 2, 9-4

#### Place

Room 1031, South Building  
U.S. Department of Agriculture  
14th St. and Independence Ave.  
Washington, D.C.

# Class Schedule and Supplement

## to 1950-51 Bulletin

---

**Classes begin** during week of June 4, end August 10. All classes meet in the evening, unless otherwise indicated.

**Complete details**, including rules, regulations, and course descriptions, are given in the 1950-51 Bulletin, a copy of which may be obtained from the Graduate School office. Counselors and training officers of your agency have a copy which you may examine.

**Counseling** on courses and programs of study, to assist students in planning their work, is available from members of the school staff.

**Registration**: See schedule on front cover. No one will be registered for credit after June 8, except with permission of instructor and Registrar. Registration closes in a course when the maximum for that class is reached.

**Late registration**: After June 2, a \$2.00 per course late registration fee will be charged.

**Refund** of fees, less \$3.00 registration fee, may be granted in case of withdrawal before 6:20 p.m., June 11. After this date no refunds will be approved unless the student is compelled to leave Washington because of official governmental action.

**Business office**, Room 1031, South Agriculture Building. Hours: 9:00 a.m. to 6:20 p.m., Monday through Friday.

**Textbooks**: Sold in Room 1041, South Agriculture Building

May 28-June 1 (except May 30)	1:00-6:30
June 2	9:00-4:00
June 4-8	1:00-6:30
June 11-15	4:30-6:20
After June 15	4:30-5:30

**Additional courses**: The School welcomes suggestions for courses not included in this Schedule and will make every effort to organize courses for which there is sufficient interest.

### Fall Semester

Registration begins September 15  
Classes begin week of September 24

---

**Explanation**: Basic information about each course is given in the following order: course number, title, semester hours of credit, instructor, day and hour of class meeting, fee, and page of 1950-51 Bulletin on which description may be found. New courses and new instructors are indicated by an asterisk. The first half and the second half of a course are indicated by A and B respectively.

**Room Schedules** will be given at the time of registration.

## ACCOUNTING

- 6-352A. **Principles of Accounting**—First Half (3) Marshall M-W 6-9 \$24 p. 77  
6-352B.—**Principles of Accounting**—Second Half (3) Smith Tu-Th 6-9 \$24 p. 78

## ADMINISTRATION AND ADMINISTRATIVE PROCEDURES

- 6-341. **American National Government** (2) Small W 6:30-9:30 \$16 p. 67  
6-344. **Introduction to Public Administration** (3) Brown Tu-Th 6:15-8:30 \$24 p. 67  
6-444. **Position Classification** (2) Laxton, Findlay Tu-Th 6-8 (seven weeks) \$18 p. 73  
4-108. **Administrative Procedure** (2) Hickey M 6-9 \$16 p. 47  
4-101. **Business Mathematics** (2) L. Rhodes Th 6-9 \$16 p. 47  
4-110. **Federal Auditing Procedure** (2) Selinsky W 6-9 \$16 p. 48  
4-112. **Federal Accounting Procedure** (3) Tierney M-W 6-8:15 \$24 p. 48  
4-114. **Federal Personnel Procedure** (2) Mohagen M 6-9 \$16 p. 50  
4-120. **Government Letter Writing** (2) Samson Th 6-9 \$16 p. 51  
4-201. **Supervision\*** (2) Sharar M 6-9 \$16

A course for persons who have or expect to have first-line supervisory responsibilities. Particular emphasis will be placed upon the need for understanding human behavior and attitudes as they manifest themselves in group efforts. The dynamic setting in which supervisory responsibilities are discharged, its importance to management, the individual qualities and specific techniques employed by supervisors to improve work methods will be considered, and a program of self-development and self-evaluation in the art of supervision suggested.

## ARTS

- 8-70. **Popular Photography** (non-credit) Matthews W 6-9 \$16 p. 114  
8-321. **Pencil Sketching and Water Color Painting** (2) Lyon M-Th 6-9 \$24 p. 111

## BIOLOGICAL SCIENCES

- 1-213. **Identification of Local Plants** (2) Mitchell\* M 6-9 \$16 p. 19 (Field trips as arranged)  
1-214. **Birds of the Washington Area** (2) Robbins W 6-9 \$16 p. 19 (Saturday field trips as arranged)

## ENGLISH AND SPEECH

- 2-118. **Practical English Usage** (2) Mangold Tu 6-9 \$16 p. 23  
2-119. **Vocabulary Building** (2) Murphy Th 6-9 \$16 p. 23  
2-222A. **English Composition** (3) Miller Tu-Th 6-8:15 \$24 p. 22  
2-222B. **English Composition** (3) Harmon Tu-Th 6-8:15 \$24 p. 22  
2-223. **Descriptive English Grammar** (2) Harman Th 6-9 \$16 p. 23  
2-235. **Fiction Writing** (2) Christie W 6:30-9:30 \$16 p. 24  
2-228. **Fundamentals of Speech** (2) Roser M 6-9 \$16 and \$1.50 laboratory fee p. 24  
2-232. **Voice and Remedial Speech** (2) Emery Tu 6-9 \$16 and \$1.50 laboratory fee p. 25

## FOREIGN LANGUAGES

- 2-253A. **Elementary French** (3) DeMarne Tu-Th 6-8:15 \$24 p. 29
- 2-253B. **Elementary French** (3) Seilliere Tu-Th 6-8:15 \$24 p. 29
- 2-40. **Everyday French** (non-credit) Arnould W 6-9 \$16
- 2-259A. **Elementary German** (3) Frenkel\* M-Th 6-8:15 \$24 p. 30
- 2-259B. **Elementary German** (3) Mr. Ponti M-Th 6-8:15 \$24 p. 30
- 2-41. **Everyday German\*** (non-credit) Mrs. Ponti\* M-Th 6-7:30 \$16
- 2-295A. **Elementary Russian** (3) Tarakus Tu-Th 6-8:15 \$24 p. 30
- 2-295B. **Elementary Russian** (3) Korenev-Rockwell M-W 6-8:15 \$24 p. 30
- 2-45. **Review of Elementary Russian** (non-credit) Saharov W 6-9 \$16 p. 30
- 2-300A. **Elementary Spanish** (3) G. Supervia M-W 6-8:15 \$24 p. 31
- 2-300B. **Elementary Spanish** (3) Johnston M-W 6-8:15 \$24 p. 31
- 2-47. **Everyday Spanish** (non-credit) Garcia-Tunon W 6-9 \$16 p. 31

## MATHEMATICS AND STATISTICS

- 3-1. **Review of Freshman Mathematics** (non-credit) Kaplan Tu-Th 6:15-8:30 \$24 p. 37
- 3-2. **Review of Calculus** (non-credit) Horton Tu-Th 6-8:15 \$24 p. 37
- 3-102. **Algebra** (3) J. Rhodes M-W 6-8:15 \$24 p. 38
- 3-318. **Machine Tabulation** (2) Kaufman W 6-9 \$16 p. 40
- 3-126A. **Introductory Statistics** (2) Larsen Tu 6-9 \$16 p. 40
- 3-126B. **Introductory Statistics** (2) Rauchschalbe W 6:15-9:15 \$16 p. 40

## PHYSICAL SCIENCES

- 5-162. **Weather Survey** (2) Haggard Tu 6-9 \$16 p. 59

## SECRETARIAL STUDIES

- 4-89. **Review of Gregg Shorthand** (non-credit) Flinchum\* M-W 6-8:15 \$24 p. 53
- 4-129. **Beginning Gregg Shorthand I** (3) Wilkey M-W-F 6-7:30 \$24 p. 53
- 4-130. **Beginning Gregg Shorthand II** (3) Hobbs\* M-W-F 6-7:30 \$24 p. 54
- 4-225. **Gregg Shorthand, 60-80 Words** (3) Bell\* M-W-F 6-7:30 \$24 p. 54
- 4-226. **Gregg Shorthand, 80-100 Words** (3) Rowland M-W-F 6-7:30 \$24 p. 54
- 4-325. **Secretarial Practices** (2) Groff\* W 6-9 \$16

## SOCIAL SCIENCES

- 7-110. **Introductory Survey of Economics** (2) Burroughs W 6-9 \$16 p. 84
- 7-105. **Introduction to Human Relations** (2) Longmore M 6-9 \$16 p. 94
- 7-428. **The Struggle for Peace—Current World Problems** (2) Berger W 6-9 \$18 p. 100